

✓ UD/S&T 5200-79

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11 October 1979

MEMORANDUM FOR: Chief, Administrative Staff/DDS&T
FROM:
Chief, Administrative Staff/FBIS
SUBJECT: Restricted Use of Privately-Owned Vehicles

1. In response to your request for comments on the OL Handout concerning the above subject, FBIS does not consider this a problem area. Utilization of POV's is limited but necessary and therefore any escalation in the approving level does not seem warranted nor does a strict prohibition against reimbursement over shuttle routes.

2. FBIS has no objection to encouraging u-drive-it official vehicles provided they are available and readily obtainable when needed. Presume that OL in presenting these questions has resolved all aspects of employee liability in the event of accident.

3. On the question of regulatory issuance to enforce policy, the vote would have to go to regulatory issuance. There is too much slippage with the passage of time on policy that isn't incorporated in the regulations.

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OTS' comments -- Restricted Use of Privately-owned Vehicles

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From OTS' viewpoint any policy which would restrict use of POV's on official business would adversely impact on us.

Our main complex of buildings is downtown. In addition we have large dispersed units at Headquarters, [redacted] [redacted] We also visit many local vendors on a periodic basis. In most of these cases there is no shuttle service. Our limited number of official vehicles are already heavily utilized.

Let me address the questions raised in the memo:

- a. Use of POV is presently approved by branch chiefs in advance and by group chiefs and Chief, OTS/SS monthly. Experience dictates that is a practiced way to go for us.
- b. We feel strongly that we should reimburse for mileage over routes with shuttle service. It takes nearly one hour to go South to Headquarters because the bus is often early and then travels all over town before arriving at Headquarters. The return trip is somewhat shorter but the frequency of trips means too much lost time.
- c. Use of U-drive-it official vehicles is encouraged but we don't have that many vehicles, they have to be gassed by people driving them since we don't have a motorpool and for the most part they are consumed in runs to vendors for local purchases, to the post office and airports for deliveries and pickup, etc.
- d. Resorting to regulatory issuance to enforce approved policy might work elsewhere. For us we have to rely on the judgment of our supervisors. They have to decide on a cost/benefit basis whether it's worth the time loss versus the dollar savings. Usually it isn't.